

**PROVIDENCE CREEK ACADEMY
BOARD OF DIRECTORS MONTHLY MEETING
Tuesday April 27th, 2021
6:00 P.M.
Conference Call 515-604-9856 Access Code 494023**

Virtual Regular Meeting 6:00 P.M.

1. **Call to Order**
2. **Pledge of Allegiance, Moment of Silence**
3. **Public Comment-Opportunity to address the Board of Directors**
4. **Presentation of Awards**
5. **Board of Directors Organization and Appointment:**
 - a. Action Item: The Board will determine if it wishes to accept the resignation of Amanda Russell as the Parent Member of the Providence Creek Academy Board of Directors.
 - b. Action Item: The Board will determine if it wishes to accept the resignation of Danielle Gordy as a Member of the Providence Creek Academy Board of Directors.
6. **Approval of the February 23, 2021 Board Meeting Minutes**
7. **Approval of the March 23, 2021 Board Meeting Minutes**
8. **Board Committee Reports**
 - a. CBOC Committee
 - b. Website Committee
9. **Reports:**
 - a. Head of School Report
 1. Present the revised Grading Policy for discussion
10. **Executive Session:** *Pursuant to 29 Del. C. § 10004(b) (1) and (2) Providence Creek Academy Board will call for an executive session closed to the public pursuant to subsections (c) and (e) of this section, to discuss personnel matters in which the names, competency and abilities of individual employees are discussed.*
11. **New Business:**
 - a. Action Item: The Board will determine if it wishes to approve the SY 2020-2021 March Budget.
 - b. Action Item: The Board will determine if it wishes to approve the DOE Monthly March 2021 Budget.
 - c. Action Item: The Board will determine if it wishes to approve the additional Special Education Teacher position. This is a two-year grant funded position as part of the ESSER III application.
 - d. Action Item: The Board will determine if it wishes to approve the amendment to the ESSER II Grant.
 - e. Action Item: The Board will determine if it wishes to approve the ESSER III application and related expenditures, should it be awarded to PCA.
 - f. Action Item: The Board will determine if it wishes to approve the purchase of 65 new walkie-talkies for \$16,125.

- g. Action Item: The Board will determine if it wishes to approve the purchase of a new vision screener, not to exceed \$7,000.
- h. Action Item: The Board will determine if it wishes to approve the website vendor and quote.
- i. Action Item: The Board will determine if it wishes to approve the contract with Barbacane Thornton Company for the annual audit.
- j. Action Item: The Board will determine if it wishes to approve the 2 step increase for the SY21/22 Teacher Payscale.
- k. Action Item: The Board will determine if it wishes to approve the Cash Receipts and Local Funds Policy. This policy combines the former Check Authorization Policy, Cash Receipts Procedure, Cash Deposits Policy, and Checking Account Reconciliation Policy.
- l. Action Item: The Board will determine if it wishes to approve the Fiscal Management Policy. This policy combines the former Evaluation of Fiscal Management Policy, Transactions over \$5,000 Policy, Temporary Purchase Order Authorization Policy, Travel Expense Policy, Bidding Procedures Local/Competitive Purchasing, Bidding Procedures Deposit and Performance Bond, Federal Bidding Procedures/Requirements, Federal Monies Purchasing Policy, Fiscal Management Expenditures, Fiscal Management Annual Budget, Fiscal Management Budget Planning, PCard Policy, Check Authorization Policy, Purchase Order Authorization, Fiscal Management Fund Balance and Carryover Funds, Fiscal Management Goals/Priority Objectives, Fiscal Management Budget Transfers, and Fiscal Management Line and Cost Center Policy.
- m. Action Item: The Board will determine if it wishes to approve the Asset Capitalization Policy. This replaces the former Fixed Asset Capitalization Policy.
- n. Action Item: The Board will determine if it wishes to approve the Internal Accounts Policy. This replaces the Cash Deposit Policy, Cash Receipts Procedure, Checking Account Reconciliation Policy, Check Authorization Policy.
- o. Action Item: The Board will determine if it wishes to approve the retirement of the Check Authorization Policy.
- p. Action Item: The Board will determine if it wishes to approve the retirement of the Cash Receipts Procedure.
- q. Action Item: The Board will determine if it wishes to approve the retirement of the Cash Deposit Policy.
- r. Action Item: The Board will determine if it wishes to approve the retirement of the Checking Account Reconciliation Policy.
- s. Action Item: The Board will determine if it wishes to approve the retirement of the Evaluation of Fiscal Management Policy.
- t. Action Item: The Board will determine if it wishes to approve the retirement of the Transactions over \$5,000 Policy.

- u. Action Item: The Board will determine if it wishes to approve the retirement of the Temporary Purchase Order Authorization Policy.
- v. Action Item: The Board will determine if it wishes to approve the retirement of the Travel Expense Policy.
- w. Action Item: The Board will determine if it wishes to approve the retirement of the Bidding Procedures Local/Competitive Purchasing Policy.
- x. Action Item: The Board will determine if it wishes to approve the retirement of the Federal Monies Purchasing Policy.
- y. Action Item: The Board will determine if it wishes to approve the retirement of the Fiscal Management Expenditures Policy.
- z. Action Item: The Board will determine if it wishes to approve the retirement of the Bidding Procedures Deposit and Performance Bond Policy.
- aa. Action Item: The Board will determine if it wishes to approve the retirement of the Federal Bidding Procedures/Requirements Policy.
- bb. Action Item: The Board will determine if it wishes to approve the retirement of the Fiscal Management Annual Budget Policy.
- cc. Action Item: The Board will determine if it wishes to approve the retirement of the Fiscal Management Budget Planning Policy.
- dd. Action Item: The Board will determine if it wishes to approve the retirement of the PCard Policy.
- ee. Action Item: The Board will determine if it wishes to approve the retirement of the Purchase Order Authorization Policy.
- ff. Action Item: The Board will determine if it wishes to approve the retirement of the Fiscal Management Fund Balance and Carryover Funds Policy.
- gg. Action Item: The Board will determine if it wishes to approve the retirement of the Fiscal Management Goals/Priority Objectives Policy.
- hh. Action Item: The Board will determine if it wishes to approve the retirement of the Fiscal Management Budget Transfers Policy.
- ii. Action Item: The Board will determine if it wishes to approve the retirement of the Fiscal Management Line and Cost Center Policy.
- jj. Action Item: The Board will determine if it wishes to approve the retirement of the Fixed Asset Capitalization Policy.
- kk. Action Item: The Board will determine if it wishes to nullify the approval of Action Item J from the March 23, 2021 Board of Directors Meeting. This item is to nullify the acceptance of the resignation of Karen McCollister.

- ll. Action Item: The Board will determine if it wishes to approve Anthony Gamble as a long-term physical education teacher substitute.
- mm. Action Item: The Board will determine if it wishes to approve Brianna Dorey as a 4th Grade Teacher.
- nn. Action Item: The Board will determine if it wishes to approve Victoria Nelson as a Special Education Teacher.
- oo. Action Item: The Board will determine if it wishes to approve Nykisha Hall-Murphy as a virtual 2nd/3rd grade teacher.
- pp. Action Item: The Board will determine if it wishes to approve Christopher Malcolm Bradwell as a 2nd grade teacher.
- qq. Action Item: The Board will determine if it wishes to approve Madelyn Norris as a substitute teacher.
- rr. Action Item: The Board will determine if it wishes to approve the resignation of Stephanie Swanson.
- ss. Action Item: The Board will determine if it wishes to approve the resignation of Monique Worthington.
- tt. Action Item: The Board will determine if it wishes to approve the resignation of Amber Smith.

12. Old Business:

- a. Action Item: The Board will determine if it wishes to approve the revised Electronic Communications and Social Media Policy.

13. Adjournment: Next Board Meeting Tuesday May 25, 2021 at 6:00 PM

Note:
Pursuant to 29 Del. C. § 10004e(2), the agenda is subject to change to include additional items including executive sessions that arise at the time of the Board's meeting. The Providence Creek Academy Board reserves the right to hear any matter out of its order during the meeting. The Board may take breaks during the meeting.